
Foundry Advisory Committee - Meeting Notes

Friday, October 16, 2020

8:00 a.m.

Via Zoom Meeting

FAC Members in Attendance: Mark Tang, Jason Slavick, Marie Saccoccio, Joyce Chen, Jamie Sabino, Carole Sousa, Richard Thal

CRA Staff in Attendance: Tom Evans, Kathryn Madden, Erica Schwarz

City of Cambridge and architects Cambridge Seven in Attendance: Robert Garner, Justin Crane, Stefanie Greenfield, Danielle McDonough

Because this was a remote meeting, the CRA did not otherwise track attendance.

Design and Construction Update

Bob Garner from the City of Cambridge provided a construction update. The project's special permit was awarded on August 11, 2020 and is being processed by the City's Inspectional Services Department. It should be ready in coming days.

Contractor WT Rich has completed the interior demolition, demolition of the stucco addition and excavation of soil in the building's interior. Installation of the concrete foundation started in mid-September. Masonry restoration has also started. The Cambridge Historic Commission is giving input on repointing and on the best methods for cleaning the brick.

Structural steel will start to be installed in early December and will continue through the winter. Construction is scheduled to be completed in Spring 2022.

The City is providing [construction updates on the City Manager's webpage](#).

Justin Crane, Danielle McDonough, and Stefanie Greenfield of Cambridge Seven Architects described the historical exhibit that will be installed on a wall by the main entry. Cambridge Seven is coordinating with the Cambridge Historical Commission, Cambridge Arts Council, and Marie Saccoccio of the FAC who has studied the Foundry's history. It will commemorate the role the Foundry played in the women's labor movement, and highlight actions taken by women who worked at Foundry to win safe working conditions. The team is working to get more information from the Massachusetts Archives and state library, which have been closed due to COVID.

The City Council approved the Community Preservation Act's recommendation for a \$50K appropriation from CPA funds for the historic exhibit.

Performance Metrics

Erica Schwarz shared the final performance metrics document, which was informed in part by the prior FAC meeting, and has been approved by the Foundry Consortium Board. This document will be translated into policies and process by the Foundry Consortium staff in order to collect data that can be used to measure outcomes, without creating undue burdens on groups or individuals seeking to access the Foundry.

Foundry Consortium Nonprofit Update

Stephanie Couch gave an update on the Foundry Consortium nonprofit. The board is timing the executive director search to align with the new construction schedule. The executive director will start approximately one year before the Foundry will open to the public. Funds are available to support the Executive Director for one year and other staff for a few months prior to opening. Once the building opens, office rents are designed to cover operational costs. Marketing for the position will start in January 2021. A job description has been finalized and was shared with the FAC. Anyone is invited to forward contact information of those who should receive the job announcement to Tracy Jean-Chronberg (tracy@cambridgefoundry.org). The announcement will also go out widely via the CRA and Foundry Consortium's mail lists.

During the processes to hire staff as well as intern and volunteers, there will continue to be a focus on achieving racial and other diversity in order to build an inclusive organization.

The board is also starting to analyze its own make up and consider what skills or knowledge would be useful to add as new board members are nominated over time. The board currently has 8 out of a possible 15 seats filled.

FAC members engaged in a discussion regarding potential skills to add, including financial management, commercial real estate asset management, fundraising for big picture resources that local groups otherwise can't compete for, and direct experience in communities the Foundry seeks to serve.

Questions were also raised about the role of the Foundry Consortium given that the building is largely to be provided as a space in which other groups can provide their own programming. What is the best role for the organization to play?

Further discussion of skills to add to the Foundry Consortium Board of Directors and the role for the organization to play will be explored at future meetings.

Building Name

Erica noted that the building will have Foundry 101 painted on it, as part of the architectural design. This will distinguish our Foundry from many other sites also named

“Foundry”, indicate the building’s address (101 Rogers Street), and hint at the educational purposes included in the Foundry’s future offerings.

Jukebox Update

Elisa Hamilton gave an update on the community engagement work she is undertaking to identify the kinds of stories that Cambridge residents want to share and hear about, and, after that, the work she will do to record those stories. COVID 19 has caused her to delay and alter her original engagement plans.

Elisa is now attending community events to discover what kinds of stories residents want to share and hear. She welcomes invitations and suggestions of events to attend. She is hosting two virtual events in coming weeks about storytelling, one of them with Loop Lab, who will help her to record the actual jukebox stories. The Foundry Consortium and CRA will help to spread information about Elisa’s events. FAC members volunteered to help connect Elisa with local groups such as the former settlement houses and others.

Elisa will start collecting the stories for the jukebox in Spring 2021. At that time she will assess if she can hold in person storytelling events or must continue with virtual events.

The retrofit of the vintage jukebox itself is well underway by a vendor that Elisa is working with.

Overview of Next Steps

Erica shared some of the next steps for the Foundry:

- CRA and Foundry Consortium to sign a sublease based on several documents generated to date, such as the lease terms, Performance Metrics and existing agreements between the CRA and City of Cambridge, 2021
- Hire Executive Director, 2021
- Market and lease office space, 2021
- Market and sign up agencies to rent/use community space, 2021-2022

The meeting was adjourned at 9:04 am.